

<b>DEQ: Subdivision Review</b>		<b>Agency/Program #:</b> 5301-50-I1
		<b>Division:</b> Permitting and Compliance
		<b>Program:</b>
<b>Agency Name:</b>	Department of Environmental Quality	
<b>Agency Contact:</b>	Steve Welch	444-4964
<b>LFC Contact:</b>	Representative Ripley, Representative Erickson	
<b>LFD Liaison:</b>	Barbara Smith	444-5347
<b>OBPP Liaison:</b>	Eileen Rose	444-1338

**Program or Project Description:**

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Appropriation, Expenditure and Source				
Fund Name:	2008		2009	
	Approp.	Expended	Approp.	Expended
General Fund				
State Special				
Federal Funds				
<b>Total:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Approp & Expenditure numbers are as of October 31, 2007

**Goal(s):**

To improve customer service with faster turn-around time on the review and approval of subdivision applications and to provide a more detailed consideration of water impacts.

**Performance Measures :**

1. Time to review an application should be reduced from the current 60 days to 50 days or less within one year of hiring the FTEs.
2. New rules and guidelines for water availability should be ready within 12 months.

2009 Biennium Significant Milestones:		Completion Dates	
		Target	Actual
1			
2			
3			
4			
5			

**Performance Report:**

See attached report from OBPP

**LFD Narrative:****EXECUTIVE CHANGES:**

- Changes to goals/initiatives: Yes, goal was improved.
- Change to performance measures: Yes, the performance measure regarding water availability rules was eliminated.

**LFD ASSESSMENT:**

- Goal is measureable within the biennium: Yes.

-Progress towards Goal: **Warning**. The information addresses the reduced workload per employee, but does not provide an update regarding the average processing time. This data should be routinely available.

**APPROPRIATION ISSUES:**

- Appropriation/Expenditures provided: No
- Other appropriation issues: No

**OPTIONS:**

The legislature may wish to request a status report on the average processing time.



Version	Date	Author
5301-50-11-CW-1	12/6/07	Smith

Change Description
Added LFD Narrative, inserted goal



GOVERNOR'S OFFICE OF  
BUDGET AND PROGRAM PLANNING

## Goals/Objectives

**Agency Contact:** Steve Welch/Terry Lazure | **Phone Number:** 444-4964/2855 |  
**Agency Name:** Department of Environmental Quality |  
**Division:** Permitting & Compliance |  
**Program (identify and briefly describe):** DP 5014 Subdivision Review FTE |

**List a single goal and brief description:**

The goal is to improve customer service with faster turn-around time on the review and approval of subdivision applications and to provide a more detailed consideration of water impacts. |

**Describe the performance measures related to this goal:**

Reduce the time to review an application from the current 60 days to 50 days or less. |

**List significant milestones and target dates to be completed in the 2009 Biennium:**

With the added staff and decreased workload per FTE we should be able to start improving our review and approval timeframes. Currently all staff are meeting the 60-day deadline.

During the 2009 Biennium our goal is to hit a 55-day average turnaround for all review submittals. Staff are working to develop an electronic tracking system that will allow better monitoring of submittal and response data for both staff reviews and applicant responses. |

**Describe the current status of the measurements related to the goal:**

The additional FTE positions were filled during the first half of FY07. As a result we have seen the average annual application reviews per FTE drop from 133 to 84. Efforts continue to design and implement a review time tracking system. |